

TOWN OF WINDSOR
POST OFFICE BOX 307
WINDSOR, VIRGINIA 23487
757-242-4288
SIGN APPLICATION

Applicant's Name: _____

Address: _____

City, State, Zip Code: _____

Phone Number Day: _____ Evening: _____ Mobile: _____

Owner(s) Name: _____

Address: _____

City, State, Zip Code: _____

Phone Number Day: _____ Evening: _____ Mobile: _____

Address of Property: _____

Location of sign: _____

Will the Sign be illuminated? _____ YES, _____ NO; If so by what means: _____

Tax Map Number: _____ Acreage of Parcel: _____ Current Zoning: _____ Legal Reference: _____

Include the following items with application:

- **Rendering of all proposed signs, their location on the property and / or the building(s) including elevations and / or dimensions to all property boundaries.**
- **\$25.00 Permit Fee**

ALL PERMITS REQUIRED FROM APPLICABLE FEDERAL, STATE AND LOCAL AGENCIES MUST BE OBTAINED PRIOR TO STARTING CONSTRUCTION. A COPY OF THIS SIGN PERMIT MUST BE PRESENTED TO THE ISLE OF WIGHT COUNTY DEPT. OF INSPECTIONS IN ORDER TO OBTAIN A BUILDING PERMIT. ALL CONSTRUCTION SHALL CONFORM TO THE TOWN OF WINDSOR LAND DEVELOPMENT ORDINANCE AND THE VIRGINIA STATEWIDE BUILDING CODE.

APPROVED: _____

DISAPPROVED: _____

PERMIT #: _____

Zoning Administrator

Date

CHECK LIST

- ☐ Application Form
- ☐ Cover Letter

Site Plan
Other

STAFF CHECK LIST

Fee \$25.00

Received By: _____ Date: _____